



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Legislation Details

|                       |  |                      |  |
|-----------------------|--|----------------------|--|
| <b>File #:</b>        | RES 19-144   | <b>Name:</b>         | Approve MCWDB Records Retention Schedule |
| <b>Type:</b>          | BoS Resolution   | <b>Status:</b>       | Passed - Workforce Investment Board      |
| <b>File created:</b>  | 10/21/2019   | <b>In control:</b>   | Board of Supervisors                     |
| <b>On agenda:</b>     | 11/5/2019  | <b>Final action:</b> | 11/5/2019                                |
| <b>Title:</b>         | a. Approve a Records Retention Schedule for the Monterey County Workforce Development Board, providing for the retention and destruction of records in compliance with applicable law (4/5ths vote required); and<br>b. Authorize the Director of the Monterey County Workforce Development Board, or designee, to retain and destroy records in accordance with the approved Records Retention Schedule for the Workforce Development Board and the Board's Cross-Departmental Records Retention Schedule |                      |  |
| <b>Sponsors:</b>      | Workforce Investment Board (WIB)   |                      |  |
| <b>Indexes:</b>       |  |                      |  |
| <b>Code sections:</b> |  |                      |  |
| <b>Attachments:</b>   | 1. Board Report, 2. Exhibit A_WDB Retention Schedule, 3. WDB Records Retention Schedule Resolution, 4. Signature Page with Policy Statement, 5. Completed Board Order and Resolution Item No. 68   |                      |  |

| Date      | Ver. | Action By            | Action                               | Result |
|-----------|------|----------------------|--------------------------------------|--------|
| 11/5/2019 | 2    | Board of Supervisors | adopted - workforce investment board | Pass   |